



ACAC Grants Committee (Arlington Cultural Council)

Date: October 17, 2022

Time: 7:30 p.m.

Location: Conducted by remote participation

Register in advance for this meeting:

<https://us06web.zoom.us/joining/register/tZ0pd-ihqjsiGtSFp2pnW162JLDeAtozmsnx>

After registering, you will receive a confirmation email containing information about joining the meeting.

Attendance (p=present, x=absent)

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|----------------|---|----------------|---|
| Kristin Bedard | p | Nancy Gray | p |
| Todd Brunel | x | Brian McMurray | p |
| Andrew Conway | p | Emily Reynolds | p |

MINUTES

Administrative items

1. Confirm access, introduce remote meeting and provide instructions
2. Vote on approval of past meeting minutes: 9/12/22. Nancy moved approval, Andrew seconded, unanimous vote.

Grant cycle discussion

3. 2022 grant cycle discussion
 - a. *Updates about grantee projects:* Dallin Museum: Andrew has received most of the requested materials, one more form is pending. Los Olvidados (previous cycle): emailed us with very impressive statistics about the grant-funded production. Spheres of Influence: scheduling issue with the grant-funded event, had low attendance as a result. We can suggest that he rebroadcast any recording of the event, and/or send it to us to post on social media.
 - b. *Grantee reception discussion:* Postpone until 2023 grant cycle, maybe plan something in the spring (outdoors?) for multiple years of grantees. ACAC is excited to support this effort when it happens.
 - c. *Vote on final reports, if applicable:* N/A
 - d. *Vote on project changes/extensions:* Arlington Commission for Arts and Culture: Submitted a revised project scope. Brian feels that this is a reasonable request. Approved unanimously. Arlington Author Salon: Requesting an extension until January 2023. This seems to be a reasonable request. Approved unanimously.

4. 2023 grant cycle discussion:

- a. *Review of timeline/next steps:* Application deadline is now 10/19. We have 31 submitted applications and 11 drafts (we had 34 applications last year). Funding decisions are due 1/17/23, following the 15-day reconsideration period after rejections are sent. We should aim to have decisions finalized by mid-December. Plan to hold our deliberation meeting in person on December 5th at 6:30-9pm, pending Todd's availability and space at Town Hall.
- b. *Discuss proposal review process:* Brian reviewed the process for reviewing proposals. Committee discussed whether or not to hold applicant meetings. There are concerns about compromising our objectivity and the equity of our process. The committee's sense is that we are relatively unique among LCCs in holding these meetings, and they are discouraged by MCC. Instead, could we send an email with our questions? Let's revisit this at our next meeting, or once we have reviewed the applications.
- c. *Town Day debrief:* Andrew and Brian staffed the ACAC tent. Lots of traffic for ACAC public art projects. A couple of conversations with potential applicants. Andrew also spoke with artists exhibiting at Town Day. Nancy is interested in working on the booth with Kristin next year.
- d. *Applicant workshop debrief:* Andrew and Brian were prepared to host, but no attendees. Plan to discuss our publicity strategy further this year, maybe in spring 2023 when we have a lull in activity.

Committee officer updates

5. *Treasurer update:* Andrew has been working with the town to complete our accounting for the year, for the MCC financial report. This determines how much money we can grant. We had \$1500 returned to us because of a prior-year uncashed check. The report form has also become more complex this year, and Andrew worked to resolve some issues and errors. The committee reviewed our annual financial report, and unanimously approved. We have \$22,164 available to grant this year. Local funds to keep in assets/reserve: \$0. Administrative funds: \$1,050. Planning to use these funds for Zoom, for any expenses associated with a reception, and for publicity costs.
6. *Secretary update:* We have heard from a few applicants with technical difficulties applying, now resolved.
7. *Publicity update:* Todd is absent. We look forward to discussing publicity plans in the spring, after the grant cycle has concluded.
8. *ACAC Liaison update:* ACAC is excited to partner with us; they highlighted the application deadline in a recent email.

Other business

9. *New business:* Nancy expressed appreciation for the important message of the Portraits of Black Arlington project. Andrew requested that we reorder the standard meeting agenda to have officer updates first, and in-depth grant cycle updates later. The group agreed.

Adjourn

The meeting was adjourned at 8:59pm.

Submitted by Emily Reynolds, co-Chair